



MINUTES OF A MEETING OF THE COUNCIL OF THE CITY OF RIPON EVENTS COMMITTEE

Date: Wednesday 19th June 2019
Time: 7:00pm
Location: The Council Chamber, the Town Hall, Ripon, HG4 1DD

Present: Cllr C Davis (attended in substitution)
Cllr P McHardy
Cllr A Williams
Cllr C Hardisty

In attendance: Paula Benson, the Clerk
Stuart Gladstone
Dom Berry – GEM Events

01/19	To receive apologies and approve reasons for absence. Apologies were received from Cllrs Craggs, Bate, Martin and Parkin.				
02/19	To request any disclosure of an interest in relation to any matter under consideration at this meeting (financial or otherwise) & to consider any written requests for dispensation. None.				
03/19	To elect a Chairman and Vice-Chairman. That Cllr Williams be elected as Chairman of the Events Committee. <table border="1"><tr><td>Proposed – Cllr McHardy</td><td>Seconded – Cllr Hardisty</td></tr></table> RESOLVED by a show of hands with one abstention (Cllr Williams). That Cllr McHardy be elected as Vice Chairman of the Events Committee. <table border="1"><tr><td>Proposed – Cllr McHardy</td><td>Seconded – Cllr Hardisty</td></tr></table> RESOLVED by a show of hands.	Proposed – Cllr McHardy	Seconded – Cllr Hardisty	Proposed – Cllr McHardy	Seconded – Cllr Hardisty
Proposed – Cllr McHardy	Seconded – Cllr Hardisty				
Proposed – Cllr McHardy	Seconded – Cllr Hardisty				

The right to record, film and to broadcast meetings of Ripon City Council is permitted under the Openness of Local Government Regulations 2014. The rules of this council must be observed when recording is planned or is taking place. A copy of these rules is available from the Clerk, on our website and on the notice board. Anyone wishing to record is deemed to have accepted these rules. Any member of the public who does not wish to be recorded should make this known prior to commencement of the meeting.

_____Initialled Chairman

04/19	<p>To receive the Terms of Reference as approved by Full Council on 10th June 2019.</p> <p>That these be received and noted.</p> <table border="1" data-bbox="252 237 1394 277"> <tr> <td data-bbox="252 237 823 277">Proposed – Cllr Williams</td> <td data-bbox="823 237 1394 277">Seconded – Cllr Davis</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Davis						
Proposed – Cllr Williams	Seconded – Cllr Davis								
05/19	<p>To confirm the event brief for the Ripon City Council August Bank Holiday Event.</p> <p>August Bank Holiday Event</p> <p>That Gem Events invoice RCC in respect of the bond due to HBC. That the bond amount remains with Gem Events and/or HBC for all Ripon City Council Events for 2019 if that is agreeable to HBC and that it is returned to RCC after the New Year’s Eve event.</p> <p>The Clerk advised that there would be the usual HBC market on Saturday which runs until 2pm. Gem to contact Stephanie Hinchcliffe, HBC Markets Officer to discuss.</p> <p>The firework display was discussed.</p> <p>That Little Bird Made Ltd are engaged to sell advertising space on the big screen. RCC to invoice advertisers directly, note that RCC are VAT registered. That Little Bird Made Ltd invoice RCC in the sum of 30% of the income generated. That Gem Events require the cut off for advertising material two weeks before the event.</p> <p>It was agreed that Little Bird Made would sell advertising space for the UCI event at the same time and be engaged on the same terms for that event.</p> <p>Advertising to be priced as follows:</p> <table data-bbox="395 1048 1342 1144"> <tr> <td data-bbox="395 1048 655 1077">8 no 30 second slots</td> <td data-bbox="1177 1048 1342 1077">£60 plus VAT</td> </tr> <tr> <td data-bbox="395 1077 655 1106">16 no 30 second slots</td> <td data-bbox="1177 1077 1342 1106">£100 plus VAT</td> </tr> <tr> <td data-bbox="395 1106 655 1135">40 no 30 second slots</td> <td data-bbox="1177 1106 1342 1135">£200 plus VAT</td> </tr> </table> <p>It was agreed that GEM Events could include their logo/a slide on the big screen without charge subject to slots being available.</p> <p>That this event includes musical entertainment in the form of two tribute acts, Olly Murs and Queen were discussed. The previous Queen Tribute act used by the Council was called Mercury.</p> <p>The draft budget from GEM Events was received.</p> <table border="1" data-bbox="252 1417 1394 1458"> <tr> <td data-bbox="252 1417 823 1458">Proposed – Cllr Williams</td> <td data-bbox="823 1417 1394 1458">Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	8 no 30 second slots	£60 plus VAT	16 no 30 second slots	£100 plus VAT	40 no 30 second slots	£200 plus VAT	Proposed – Cllr Williams	Seconded – Cllr McHardy
8 no 30 second slots	£60 plus VAT								
16 no 30 second slots	£100 plus VAT								
40 no 30 second slots	£200 plus VAT								
Proposed – Cllr Williams	Seconded – Cllr McHardy								
	<p>That the Clerk investigates advertising boards for Lampposts within the City, of a type that will take a replaceable poster. Clerk to seek advice from NYCC. That the Council would like to see boards placed on approaches into the City, at 20 or 30 agreed points.</p> <table border="1" data-bbox="252 1675 1394 1715"> <tr> <td data-bbox="252 1675 823 1715">Proposed – Cllr Williams</td> <td data-bbox="823 1675 1394 1715">Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr McHardy						
Proposed – Cllr Williams	Seconded – Cllr McHardy								
	<p>Cllr Davis left at 8:04 – meeting suspended.</p> <p>Cllr Powell arrived 8:30 – meeting resumed.</p>								
06-19	<p>To formulate a draft brief for the Ripon City Council UCI Event.</p> <p>That this event takes the following form:</p>								

Friday 27th September 2019

Big screen and stage on the Market Place, evening concert without fireworks with two acts on stage, act 1 breaking at 9pm for the Hornblowing Ceremony before resuming with act 2 at circa 9:15-9:20.

Entertainment on the North end of the Market Square 3pm with a free fairground for children and free climbing wall for older children, both from 3-7pm

Acts discussed - Spice Girls plus the Beatles

Saturday 28th September 2019

Market Place South to be used as a 'Kids Zone' with the Fairground and Climbing Wall located in that area.

Fairground and Climbing Wall, 'Kids Zone' cleared at 5:30pm.

90 minute break.

Beatles tribute act 1 breaking at 9pm for the Hornblowing Ceremony before resuming with act 2 at circa 9:15-9:20, Last Night of The Proms.

Big screen and stage as above with firework display at 11pm.

GEM Events to investigate the provision of a BMX track and Exhibition of Cycling and report back.

Sunday 29th September 2019

Market Place North to be used as a 'Kids Zone' with the Fairground and Climbing Wall located in that area.

Gem to arrange Ripon Rolling Tones
 Ripon City Band (for Sunday afternoon)
 Dance Groups etc.

Cllr Hardisty – to tow an A board on a trailer advertising this and the August Bank Holiday event at the St Wilfrid's Festival with poster boards being displayed in Ripon after the parade.

GEM to source artwork/poster 12ft x 8 ft, 30° angle poster.

Proposed – Cllr Williams	Seconded – Cllr McHardy
--------------------------	-------------------------

RESOLVED by a unanimous show of hands.

With business concluded the meeting was closed at 9:19pm.

These minutes were recorded and prepared by Paula Benson, Clerk to the City Council.

SIGNED _____

DATE _____

Chairman